

CELINE WINN: Hello, everyone. This is Celine Winn with the ePlanning support team and in this video, I'll show you how to do a PDF build in D2. When you post your project to the NEPA register you'll want your NEPA documents in PDF format.

What are document builds? A Build in ePlanning refers to the process of transforming the authored document into an ePlanning publish format, such as a PDF. Builds are saved in the project library so that they can be published to web pages. Let me show you step-by-step how to create a document build.

After you've finished editing your document in D2 and checked it back in, you're ready to create the PDF build. Right click on the document you want to do the build. Choose Send to Workflow and click Generate D2 Build. The Planning Sending of Workflow window will appear. Now click on the Send button. You should see a message that says the content has been sent into Workflow. Hit OK.

To view the build, refresh your document list widget by selecting the down arrow on the widget tab and choosing Refresh. Repeat the refresh process until you see the PDF format appear in the document list. You have now created a PDF build.

Thank you for watching and please remember, if you have any additional questions, please submit a remedy ticket or visit our KRC and SharePoint sites for additional supporting documentation.